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Message Text

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ACTION AF-10

INFO OCT-01 ISO-00 /011 W
----------251302Z 107135 /46 R
R 251115Z APR 77
FM AMEMBASSY OUAGADOUGOU
TO SECSTATE WASHDC 3777
INFO AMEMBASSY ABIDJAN

UNCLAS SECTION 1 OF 2 OUAGADOUGOU 1502

FOR AF/EX, AF/W

ALSO FOR AID SER/MO, AFR/EMS, SER/PM

ABIDJAN FOR RBFO

E.O. 11652: N/A
TAGS: AMGT, AFSP, APER, EAID, UV
SUBJ: US MISSION UPPER VOLTA SUPPORT

REF: A. 76 OUAGADOUGOU 4145; B. STATE 085378

1. THIS CABLE CONTAINS A REQUEST FOR ADDITIONAL PERSONNEL SPACES NEEDED TO BUILD THE ADMINISTRATIVE STRUCTURE TO SUPPORT THE GREATLY INCREASED AID PROGRAM THAT IS ON THE HORIZON. WE HAVE BEEN CONSDERING THIS EXPANSION FOR SEVERAL MONTHS (AND DESCRIBED IT IN THE ANNUAL POLICY AND RESOURCES ASSESSMENTS). IT WAS FURTHER REFINED DURING THE VISIT OF JAMES DONNELLY. THE POSITIONS WILL FIRST BE LISTED AND THEN FOLLOWED BY A DISCUSSION.
U.S. EMPLOYEES:
DEPUTY ADMINISTRATIVE OFFICER (DAS)
BUDGET AND FISCAL OFFICER (DAS)
NURSE (DAS)
U.S. PERSONAL SERVICES CONTRACTORS (AID):
GENERAL SERVICES ASSISTANT
MAINTENANCE TECHNICIAN
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PROPERTY RECORDS CLERK
SECRETARY
FOREIGN SERVICE LOCAL EMPLOYEES:
WAREHOUSE SUPERVISOR (DAS)
ADMINISTRATIVE ASSISTANT (DAS)
ECONOMIC/COMMERCIAL ASSISTANT (CORE?)
CONSULAR ASSISTANT (DAS)

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PERSONNEL CLERK (DAS)
TRAVEL ASSISTANT (DAS)
ASSISTANT ACCOUNTANT (DAS)
RECEPTIONIST/SECRETARY (DAS)
REPRODUCTION CLERK/CUSTODIAN (DAS)
RECORDS CLERK (DAS)
TOOL, PARTS, AND GASOLINE CLERK (DAS)
PAINTER (DAS)
TWO MASONS(DAS)
TWO MAINTENANCE SUPERVISORS (DAS)
THREE JANITORS (DAS)
THREE DRIVERS (DAS)

2. DEPUTY ADMINISTRATIVE OFFICER. AFTER DISCUSSIONS WITH MR. DONNELLY WE ARE MORE AWARE OF THE INCREASED RESPONSIBILITY FOR CONTRACTOR SUPPORT AND PROPERTY MANGEMENT (INCLUDING INITIAL PROCESSINGOF PROJECT COMMODITIES) THAT IS COMING OUR WAY. WE THEREFOR CONSIDER THAT THERE IS A DEFINITE NEED FOR A DEPUTY ADMINISTRATIVE OFFICER. IT IS OUR UNDERSTANDING THAT BOTH CORE AND DAS POSITIONS CAN BE FILLED FROM EITHER STATE OR OTHER AGENCY MANPOWER POOLS. HOWEVER, IN OUR SITUATION, TO ASSURE SUFFICIENT ATTENTION TO AID PROCEDURES, WE THINK THAT EITHER THE ADMINISTRATIVE OFFICER OR THE DEPUTY ADMINISTRATIVE OFFICER SHOULD COME FROM AID. SINCE FOR THE NEXT TWO YEARS THE ADMINISTRATIVE OFFICER WILL BE A STATE OFFICER, THE DEPUTY ADMINISTRATIVE OFFICER SHOULD BE FROM AID.

3. BUDGET AND FISCAL OFFICER. OUR ONE BUDGET AND FISCAL LOCAL EMPLOYEE (ONLY RECENTLY ASSISTED BY A CONTRACT ASSISTANT
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ACCOUNTANT WHICH WE WOULD LIKE TO REGULARIZE WITH ONE OF THE FSL POSITIONS LISTED BELOW) IS SWAMPED WITH A FLOOD OF VOUCHERS FROM STATE, USIS, AND AID, WITH THE ADDITIONAL NECESSITY TO DIFFERENTIATE BETWEEN AID PROJECT AND MOB VOUCHERS. OUR TRAINED AMERICAN SUPERVISION OF THIS OPERATION IS BASED IN ABIDJAN (REGIONAL BUDGET AND FISCAL OFFICE). WE NEED SOMEBODY ON THE SCENE TO SUPERVISE THE PROCESS HERE.CASHIER FUNCTIONS ALSO HAVE BALLOONED WITH ADDITIONAL PERSONNEL ON BOARD, PLUS LARGE NUMBERS OF OFFICIAL VISITORS. FOR EXAMPLE THE CASHIER'S ADVANCE HAS GONE FROM DOLS 15,000 TO DOLS 50,000, AND REQUIRES TWO OR THREE REPLENISHMENT SUBMISSIONS PER WEEK. ALSO, THE PREPARATION AND MONITORING OF THE BUDGET FOR OUR EXPANDING OPERATION NEEDS PROFESSIONAL SUPERVISION HERE AT POST. IF IT IS IMPOSSIBLE TO DEVOTE A B&F OFFICER SOLEY TO OUAGADOUGOU, WE SUGGEST THAT A REGIONAL B&F OFFICER IN OUAGADOUGOU HANDLE STATE MATTERS FOR BOTH NIAMEY AND OUAGADOUGOU. NIAMEY AND OUAGADOUGOU ARE LINKED BY VERY GOOD AIR CONNECTIONS - 6 FLIGHTS A WEEK IN EACH DIRECTION.

4. NURSE. THE PEACE CORPS NURSE HERE CARES FOR THE WHOLE OFFICIAL

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COMMUNITY. IN THE PAST THIS HAS BEEN AN ACCEPTABLE
WORKLOAD. HOWEVER, THE PEACE CORPS IS INCREASING ITS
NUMBER OF VOLUNTTERS FROM 60 TO 110. AT THE SAME TIME THE NUMBERS
OF AID PERSONNEL ARE GROWING, TO REACH 55 OR 60 NEXT YEAR.
FURTHERMORE IT IS NOW CLEAR THAT ALL AID CONTRACT PERSONNEL
ARE ELIGIBLE FOR TREATMENT IN THE HEALTH UNIT. ESTIMATE OF NUMBER
OF AMERICANS TO BE COVERED BY HEALTH UNIT NEXT YEAR IS 340. ALREADY
IT IS BECOMING MORE THAN THE ONE NURSE CAN HANDLE. ALSO, IT
SHOULD BE NOTED THAT THE PEACE CORPS NURSE HAS RECEIVED
NEW DUTIES SUPERVISING A NEWLY ADDED HEALTH FACET OF THE
PEACE CORPS PROGRAM. WE THEREFORE NEED A NURSE POSITION
ESTABLISHED IN THE JOINT ADMINISTRATIVE OFFICE.

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ACTION AF-10

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FM AMEMBASSY OUAGADOUGOU
TO SECSTATE WASHDC 3778
INFO AMEMBASSY ABIDJAN

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5. THE NEXT CATEGORY TO BE DISCUSSED - AMERICAN PERSONAL
SERVICES CONTRACTORS (AID)-- IS NECESSARY TO FILL THE NEED FOR
LOWER LEVEL EXPERTISE THAT IN MANY COUNTRIES WOULD BE DONE BY
LOCAL EMPLOYEES. WE FIND, HOWEVER, THAT SUCH PEOPLE ARE NOT
AVAILABLE IN THE OUAGADOUGOU LABOR MARKET. AT THE SAME TIME
WE OFTEN CAN FIND QUALIFIED AMERICANS TO DO THIS WORK, DRAWING
FROM EX-PEACE CORPS VOLUNTEERS OR OFFICIAL DEPENDENTS. FURTHER-
MORE, THEIR RELATIVE COST IS LOW, I.E. FSS-6 EQUIVALENT OR BELOW.
SINCE THESE FOUR POSITIONS WOULD BE PAID FOR BY AID PERSONAL
SERVICES CONTRACTS, THERE SHOULD BE AN EQUIVALENT
OFFSET TO THE AID CONTRIBUTION TO THE FAAS BUDGET. WE SHALL OF
COURSE CONTINUE TO TRY TO FIND QUALIFIED LOCAL EMPLOYEES TO DO THESE
JOBS. IF AND WHEN WE FIND ONE, OUR INTENTION IS TO HIRE HIM
OR HER AS AN FSL AND DROP AN AMERICAN PSC.

6. GENERAL SERVICES ASSISTANT (PSC/AID). THIS PERSON IS
NEEDED TO HANDLE SUCH THINGS AS SHIPPING, CUSTOMS CLEARANCES,
UTILITIES CONNECTIONS, LICENSES, AND PERMITS. EFFORTS TO RECRUIT
A QUALIFIED FSL HAVE BEEN UNSUCCESSFUL.

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7. MAINTENANCE TECHNICIAN (PSC/AID). THIS PERSON WILL HANDLE
THE MAINTENANCE PROGRAM FOR VEHICLES, GENERATORS, RESIDENCES,
AND BUILDINGS. HERE, TOO, FSL EXPERTISE IS UNAVAILABLE.

8. PROPERTY RECORDS CLERK (PSC/AID). THIS PERSON WILL
HANDLE PROPERTY RECEIVING REPORTS AND EXPENDABLE AND NON-
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EXPANDABLE PROPERTY RECORDS OF THREE AGENCIES (AID, STATE,
USIS), INCLUDING AID PROJECT MATERIALS RECEIPT. WE ARE
ALREADY APPROACHING A MILLION DOLLARS WORTH OF PROPERTY, AND
THIS WILL BE INCREASING FURTHER.

9. SECRETARY (PSC/AID). LOCALLY AVAILABLE FSL SECRETARIES SIMPLY
DO NOT HAVE THE LEVEL OF COMPETENCE IN ENGLISH TO HANDLE THE FLOW
OF TELEGRAMS AND OTHER ENGLISH LANGUAGE PAPERS THAT POUR INTO
THE ADMINISTRATIVE OFFICE EVERY DAY BECAUSE OF THE EXPANDING AID
ORGANIZATION. THE ADMINISTRATIVE SECTION THEREFORE NEEDS AN
AMERICAN SECRETARY. SHE NEED NOT, HOWEVER, BE CLEARED FOR
CLASSIFIED WORK. THE LIMITED AMOUNT OF CLASSIFIED TYPING
FOR THE AD MINISTRATIVE SECTION CAN BE DONE BY A SECRETARY IN
THE FRONT OFFICE. THEREFORE, THIS POSITION COULD BE FILLED BY
LOCAL CONTRACT OF AN AMERICAN.

10. FSL PROFESSIONAL POSITIONS:
- WAREHOUSE SUPERVISOR: THE MANGING OF THE SUPPLY WAREHOUSE IS AN
AREA THAT HAS BEEN IMPACTED MOST HEAVILY BY THE AID GROWTH. IN
THIS CASE WE THINK WE CAN FIND AN FSL TO DO THE JOB.
-ADMINISTRATIVE ASSISTANT: THIS PERSON WILL WORK UNDER THE
GENERAL SERVICES ASSISTANT (PARA 6 ABOVE) ON SHIPPING, CUSTOMS
CLEARANCES, UTILITIES CONNECTIONS, LICENSES, AND PERMITS.
-ECONOMIC-COMMERCIAL ASSISTANT: THE DEVELOPMENT ACTIVITIES SPARKED
BY THE LARGE INTERNATIONAL AID PROGRAM FOR THE SAHEL IS INTERESTING
MORE AND MORE AMERICAN COMPANIES IN COMING TO UPPER VOLTA. THE
WORKLOAD IN THIS AREA HAS REACHED THE POINT WHERE HELP IS NEEDED
IN THE FORM OF AN FSL ECONOMIC-COMMERCIAL ASSISTANT. MUCH OF THE
ROUTINE LEG-WORK NOW BEING DONE BY THE ECONOMIC-COMMERCIAL
OFFICER COULD BE DONE BY AN FSL, WHICH WOULD ALLOW THE
ECONOMIC COMMERCIAL OFFICER TO SPEND TIME ON THE WORK REQUIREMENTS
THAT MUST BE DONE BY AN AMERICAN. WE THOUGHT THIS COULD BE JUSTIFIED
AS A DAS POSITION. MR. DONNELLY HAS THE OPINION THAT IT SHOULD
BE A CORE POSITION. WE PASS THIS QUESTION TO WASHINGTON FOR
JUDGEMENT.
-CONSULAR ASSISTANT: THE INCREASED NUMBER OF AMERICANS, MAINLY
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AID, AND THE MANY MORE WHO WILL BE COMING IN THE NEXT YEAR HAS
CAUSED THE DEMAND FOR PASSPORT AND VISA SERVICES ON THE PART OF
AMERICANS TO ESCALATE SHARPLY. A CONSULAR ASSISTANT IS NEEDED TO
HANDLE THIS ROUTINE WORK.

11. FOR THE SAKE OF BREVITY, SEPARATE DISCUSSION WILL BE
OMMITTED FOR THE EIGHTEEN LOWER-LEVEL FSL POSITIONS BEING
REQUESTED, NAMELY:
PERSONNEL CLERK
TRAVEL ASSISTANT
ASSISTANT ACCOUNTANT
RECEPTIONIST/SECRETARY
REPRODUCTION CLERK/CUSTODIAN
RECORDS CLERK
TOOL, PARTS, AND GASOLINE CLERK
PAINTER
2. MASONS
2. MAINTENANCE SUPERVISORS
3 JANITORS
3 DRIVERS

12. STAFFING OF U.S. DIRECT-HIRE POSITIONS: WE SUGGEST THE
FOLLOWING LINE-UP OF PERSONS ASSIGNED TO US POSITIONS IN THE
JOINT ADMINISTRATIVE OFFICE:
ADMINISTRATIVE OFFICER- STANLEY ROBINSON
DEPUTY ADMINISTRATIVE OFFICER -MAX WALTON
GENERAL SERVICES OFFICER - ROY JOHNSON
GENERAL SERVICES OFFICER - JAIRO GRANADOS
B&F OFFICER - (TO BE ASSIGNED)
NURSE - (TO BE ASSIGNED)

SINCE MAX WALTON IS AN AID OFFICER, HE FITS THE CRITERIA
MENTIONED IN PARA 2 ABOVE. ROY JOHNSON IS LEAVING IN JULY.
HIS REPLACEMENT COULD BE EITHER STATE OR FROM AID. IN
ANY CASE ACTION ON HIS REPLACEMENT SHOULD BE STARTED IMMEDIATELY.

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13. ACTIONS REQUESTED:
A. AUTHORIZATION OF POSITIONS IN THE JOINT ADMINISTRATION
OFFICE FOR: DEPUTY ADMINISTRATIVE OFFICER, BUDGET AND
FISCAL OFFICER, AND NURSE.

B. AUTHORIZATION BY A.I.D. (AFR/EMS) OF AN INCREASE IN THE
U.S. PERSONAL SERVICES CONTRACT CEILING FROM FOUR TO EIGHT.

C. AUTHORIZATION OF 22 ADDITIONAL FSL POSITIONS, AS DISCUSSED
IN PARAS 10 AND 11 ABOVE.

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D. ASSIGNMENT OF MAX WALTON TO DEPUTY ADMINISTRATIVE OFFICER
POSITION.

E. ASSIGNMENT OF ANOTHER EXPERIENCED GENERAL SERVICES OFFICER (B/S
06 IN A.I.D. TERMINOLOGY) TO REPLACE ROY JOHNSON WHO
IS DUE FOR ROTATION IN JULY. FRENCH LANGUAGE IS ESSENTIAL.

14. THE HEADS OF AGENCY OF A.I.D., USIS, AND PEACE CORPS CONCUR
IN THIS TELEGRAH.GRAHAM

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Message Attributes

Automatic Decaptioning: X
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Decaption Note:
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Disposition Approved on Date:
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Disposition Event:
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Enclosure: n/a
Executive Order: N/A
Errors: N/A
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